

Electronic Construction Document Management

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NCDOT Content Management

- Users can find, share, and collaborate on business content from wherever they are
- Formal DOT information is stored online, managed and retained, and disposed of when no longer needed
- End goal is to SAVE PAPER and be MORE EFFICIENT



Construction Documents

- Letters
- Submittal tracking
- Reports inspections, sampling, and testing
- Material tracking
- Photos, videos
- Pay quantity measurements
- As constructed plans

Construction Documents

Document Management Process

- Generate documents
- Distribute by mail and or email / file hard copy
- Division and Central Office saves duplicates
- Files merged and duplicates purged after project completion
- Project files boxed and achieved for three years
- Achieved records destroyed upon request

Highway Construction Projects

Paper Generator - Annually

- 6 million sheets of paper
- 60,000 pounds of paper
- 1,500 boxes achieved

Storage Space



Pre Archiving Room



Archive Storage



As-Built Plan Storage



Construction Team Sites

- Web based team site created for each project
- Used for collaboration and document management
- No duplicate files accessible by all at one central electronic location







SharePoint

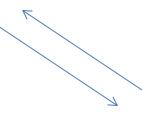


Tablet in Field

Office Desktop Computer



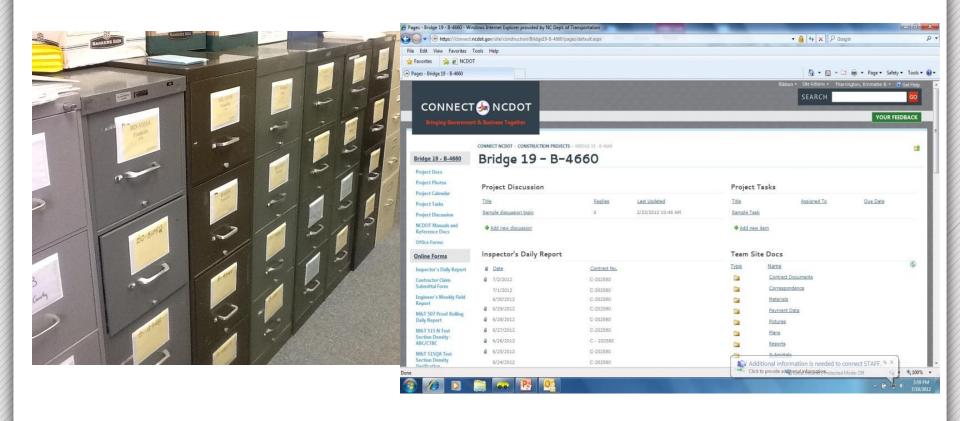
NCDOT SharePoint Server







Construction Team Sites





Reference Materials and Forms

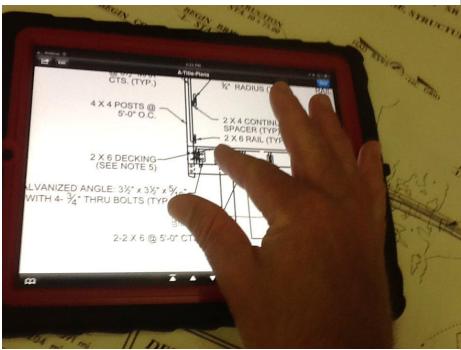


Electronic Plans

Access to electronic plans at all times.



Enlarge sheets as needed for detailed view.



Long Term Storage and Access

- No boxing of records and tracking location
- Quick access for records requests
- Certain files set for destroy when records retention expires – others stay on file for future reference

Next Step

Contractor Collaboration

- 2015 testing contractor data sharing
- Quicker response time on submittals
- Access to allowed project files
- Hurdles include updating system access and managing password related issues

Questions?